

# CHANGE ANNOUNCEMENT

## CASE FILE ORDER EFFECTIVE JUNE 5, 2006

### CHANGES

The Case File Order chapter in the Program Manual and the Case File Order list on VRIS: Printed and Marketing Materials: Case Service Forms and Worksheets have been revised to include the new Cost Sharing for Ranch/Farm/Business worksheets (Calculating and Non-calculating).

These forms are filed in Section 4, chronologically, after the required top level documents.

### VRIS UPDATE

See above CHANGES.

### TEAM COMMUNICATION

Staff may wish to print a current Case File Order list from either the Case File Order Chapter or the Case Service Forms and Worksheets list.

### LEADERSHIP CONTACT

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